

~~ADMINISTRATIVE - INTERNAL USE ONLY~~

05080X/7

17 DEC 1987

MEMORANDUM FOR: Director of Training and Education

VIA: Associate Deputy Director for Intelligence

STAT FROM: [REDACTED]
Director of Information Resources

SUBJECT: Request for Full-Time Sponsored Training

STAT 1. Approval is requested for Agency sponsorship of undergraduate training at American University for [REDACTED] an Information Resources Officer assigned to this Office. This proposed training will commence on a full-time basis through the 1988 Spring semester, from 19 January through 11 May 1988.

STAT 2. [REDACTED] entered on duty with the Agency in September 1983 and has been assigned within OIR and its predecessor organization since that time in positions of increasing responsibility. Her current assignment in SAFE Support Branch requires that she be a customer representative to EURA, familiar with the substantive needs of the EURA analyst and with the technical aspects of the SAFE system to support them. She must be able to respond to the requirements levied by EURA on SAFE, and to resolve any problems experienced with the system.

STAT 3. [REDACTED] has been attending undergraduate classes in math, computer science and management since 1983. Her proposed semester of study would help her better fulfill the responsibilities of her current position and would greatly enhance her value to the Directorate.

4. Her proposed semester plan of study, subject to course availability, would include the following:

Senior Seminar in Computer System Applications
Human Relations Aspects of Management Systems
Modern Europe II
Business Statistics

~~ADMINISTRATIVE - INTERNAL USE ONLY~~

ADM. STRATIVE - INTERNAL USE ONLY

SUBJECT: Request for Full-Time Sponsored Training

5. The estimated cost of tuition and books at American University would be \$4,977.

STAT

Attachments:

Copies of Course Descriptions
Continued Service Agreement
Form 136

CONCUR:

STAT

Associate Deputy Director for Intelligence

15 DEC 1987

Date

APPROVED:

STAT

Director of Training and Education

22 DEC 1987

Date

ADMINISTRATIVE - INTERNAL USE ONLY

ADMINISTRATIVE - INTERNAL USE ONLY

Distribution:

Original - Addressee (to be filed in OPF)

- 1 - ADDI**
- 1 - D/OIR**
- 1 - D/OTE**
- 1 - DI/STO**
- 1 - C/ACSD**
- 1 - C/SSB/ACSD**
- 1 - OIR/PERS Soft File**
- 1 - OIR/CDO**

ADMINISTRATIVE - INTERNAL USE ONLY

COURSE DESCRIPTIONS:

Human Relations Aspects of Management Systems

Expands awareness of human processes and develops leadership skills in communications and group activities. The effects of human factors in designing, implementing and managing complex systems.

Modern Europe II

Survey of the years from 1815 to the present. The world-wide consequences of nationalism combined with industrialization; the conflict between middle-class domination and awakening working-class consciousness; technology run wild; retreat from reason; and two world wars as the basis for understanding today's shrunken Europe and the warring in ex-colonial lands.

Senior Seminar in Computer Systems Applications

Application of computer systems. The role applications play in today's changing world.

Business Statistics

Estimation, inference, multiple regression and correlation. Elementary decision theory.

ADMINISTRATIVE - INTERNAL USE ONLY

CONTINUED SERVICE AGREEMENT

Should I be selected for sponsorship for full-time training, I agree to complete a minimum of fifteen months of service as a federal employee following the completion of the training unless otherwise assigned by the CIA or involuntarily separated. I understand if I do not meet this commitment, I will be liable to the US Government for payment, in part or full, of the costs of training. The amount of payment required will be proportionate to the unexpired period of additional required service.

STAT



4 Dec 87
Date

ADMINISTRATIVE - INTERNAL USE ONLY

Page Denied